

## **Program A: Administration and Support**

Program Authorization: R.S. 36:25 9c0; R.S. 28: 1-723

### **Program Description**

The mission of the Administration and Support Program is to provide overall program direction, planning, development, monitoring, evaluation, quality improvement, and fiscal and human resources management in order to accomplish the essential goals of the service area, integrated within the statewide system of care.

The goal of the Administration and Support Program is to achieve a cost-effective, cost-efficient system of services for all targeted persons in need of mental health services in the area providing the best possible quality of care.

The Administration and Support Program is responsible for the management of and operational support for the provision of a comprehensive array of mental health services which are delivered through an integrated system of patient care services in a manner consistent with all federal/state certifications, licensing, governing body, legislative mandates, and other regulatory body standards, including the maintaining of CMS (Centers for Medicare and Medicaid Services) and JCAHO (Joint Commission on Accreditation of Health Care Organizations) accreditation.

## RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2000-2001	ACT 12 2001-2002	EXISTING 2001-2002	CONTINUATION 2002-2003	RECOMMENDED 2002-2003	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$13,028,590	\$3,943,411	\$3,943,411	\$4,352,834	\$3,277,414	(\$665,997)
STATE GENERAL FUND BY:						
Interagency Transfers	639,484	7,513,307	7,513,307	9,484,151	7,558,880	45,573
Fees & Self-gen. Revenues	65,566	97,798	97,798	124,797	97,719	(79)
Statutory Dedications	0	0	0	304,858	304,858	304,858
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	1,400	0	0	(1,400)
<b>TOTAL MEANS OF FINANCING</b>	<b>\$13,733,640</b>	<b>\$11,554,516</b>	<b>\$11,555,916</b>	<b>\$14,266,640</b>	<b>\$11,238,871</b>	<b>(\$317,045)</b>
EXPENDITURES & REQUEST:						
Salaries	\$5,629,285	\$3,851,376	\$3,851,376	\$3,934,127	\$3,330,249	(\$521,127)
Other Compensation	319,287	183,385	183,385	183,385	183,385	0
Related Benefits	3,011,003	2,524,395	2,524,395	5,244,949	3,229,227	704,832
Total Operating Expenses	4,283,023	4,274,422	4,275,822	3,017,736	2,593,884	(1,681,938)
Professional Services	29,690	47,000	47,000	48,128	47,000	0
Total Other Charges	325,590	249,023	249,023	1,541,330	1,753,703	1,504,680
Total Acq. & Major Repairs	135,762	424,915	424,915	296,985	101,423	(323,492)
<b>TOTAL EXPENDITURES AND REQUEST</b>	<b>\$13,733,640</b>	<b>\$11,554,516</b>	<b>\$11,555,916</b>	<b>\$14,266,640</b>	<b>\$11,238,871</b>	<b>(\$317,045)</b>
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	0	128	128	128	95	(33)
Unclassified	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>128</b>	<b>128</b>	<b>128</b>	<b>95</b>	<b>(33)</b>

## SOURCE OF FUNDING

The Administration and Support Program is funded with State General Fund, Interagency Transfers, Fees and Self-generated Revenues, and Statutory Dedications. Interagency Transfers include Title XIX reimbursement for services provides to Medicaid eligible patients and reimbursements from the other state agencies for space for space occupied and services received. Fees and Self-generated Revenues represents reimbursement for ineligible patients with insurance or personal payments based on a sliding fee scale, and meals served to employees and visitors. Statutory Dedications are derived from the Deficit Elimination Fund, based on R.S. 39:137(Act 1182 of 2001) which provides funds to eliminate any deficit that occurs in the Office of Group Benefits from operation in the Fiscal Year 2001-2002. (Per R.S. 39:36B(8), see table below for a listing of expenditures out of each statutory dedication fund.)

	<b>ACTUAL</b>	<b>ACT 12</b>	<b>EXISTING</b>	<b>CONTINUATION</b>	<b>RECOMMENDED</b>	<b>RECOMMENDED</b>
	<b>2000-2001</b>	<b>2001-2002</b>	<b>2001-2002</b>	<b>2002-2003</b>	<b>2002-2003</b>	<b>OVER/(UNDER)</b>
						<b>EXISTING</b>
Deficit Elimination Fund	\$0	\$0	\$0	\$304,858	\$304,858	\$304,858

## MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
<b>\$3,943,411</b>	<b>\$11,554,516</b>	<b>128</b>	<b>ACT 12 FISCAL YEAR 2001-2002</b>
			<b>BA-7 TRANSACTIONS:</b>
\$0	\$1,400	0	Carry forward for the purchase of various items
<b>\$3,943,411</b>	<b>\$11,555,916</b>	<b>128</b>	<b>EXISTING OPERATING BUDGET - December 20, 2001</b>
\$0	\$51,207	0	Annualization of FY 2001-2002 Classified State Employees Merit Increase
\$0	\$52,231	0	Classified State Employees Merit Increases for FY 2002-2003
(\$28,520)	(\$60,980)	0	Risk Management Adjustment
\$0	\$101,423	0	Acquisitions & Major Repairs
(\$424,915)	(\$424,915)	0	Non-Recurring Acquisitions & Major Repairs
\$0	(\$1,400)	0	Non-Recurring Carry Forwards
\$0	\$3,589	0	Legislative Auditor Fees
\$0	\$21,392	0	UPS Fees
\$370,711	\$370,711	0	Salary Base Adjustment
(\$27,741)	(\$81,591)	0	Attrition Adjustment
(\$200,954)	(\$200,954)	(10)	Personnel Reductions
(\$65,145)	(\$191,604)	0	Salary Funding from Other Line Items
\$0	\$896,640	0	Group Insurance Adjustment
\$18,111	\$51,745	0	Civil Service Fees
(\$279,719)	(\$822,702)	(23)	Gubernatorial Position Reduction
(\$27,825)	(\$81,837)	0	Other Adjustments - Adjustment to reach Existing Operating Budget for Group Benefits
<b>\$3,277,414</b>	<b>\$11,238,871</b>	<b>95</b>	<b>TOTAL RECOMMENDED</b>
<b>(\$2,310,454)</b>	<b>(\$8,394,871)</b>	<b>(95)</b>	<b>LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS</b>
<b>\$966,960</b>	<b>\$2,844,000</b>	<b>0</b>	<b>BASE EXECUTIVE BUDGET FISCAL YEAR 2002-2003</b>

**MAJOR FINANCIAL CHANGES**

<b>GENERAL FUND</b>	<b>TOTAL</b>	<b>T.O.</b>	<b>DESCRIPTION</b>
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT UPON RENEWAL OF THE SUSPENSION OF EXEMPTIONS TO THE 3% SALES TAX BASE
\$2,310,454	\$8,394,871	95	Administration Program (Discretionary)
<b>\$2,310,454</b>	<b>\$8,394,871</b>	<b>95</b>	<b>TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE</b>
<b>\$3,277,414</b>	<b>\$11,238,871</b>	<b>95</b>	<b>GRAND TOTAL RECOMMENDED</b>

## PROFESSIONAL SERVICES

\$3,584	Ross Magio, Jr. to review and evaluate security policies, procedures, and practices
\$43,416	Fields & Associates, Inc. for Joint Commission on the Accreditation of Health Organizations medical staff consulting
<b>\$47,000</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

**OTHER CHARGES**

\$17,411 East Feliciana Parish Sheriff's Office for reimbursement of costs incurred as a result of assisting Eastern Louisiana Mental Health System

**\$17,411 SUB-TOTAL OTHER CHARGES**

**Interagency Transfers:**

\$33,054 Payments to Villa Feliciana for radiology and laboratory services

\$10,598 Payments for Comprehensive Public Training Program for services

\$68,447 Payments for Uniform Payroll System for payroll processing

\$169,064 Payments to the Department of Civil Service for personnel services

\$161,487 Payments to the Office of Telecommunications Management for communication services

\$1,266,467 Payments to the Office of Risk Management

\$27,175 Legislative Auditor for audit services

**\$1,736,292 SUB-TOTAL INTERAGENCY TRANSFERS**

**\$1,753,703 TOTAL OTHER CHARGES**

## **ACQUISITIONS AND MAJOR REPAIRS**

\$101,423 Recommended level of funding for the replacement and repairs of obsolete, inoperable or damaged equipment

**\$101,423 TOTAL ACQUISITIONS AND MAJOR REPAIRS**